



City of Newport
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MRCCA Conditional Use Permit (CUP) – Application & Review Supplemental Information

Additional Requirements for Properties Applying for a CUP

Applicants for CUPs on properties located within the MRCCA District must submit the City's lar Planning Request Application form (available on the website) and its required attachments plus the following:

Application Information. Please provide the following information to evaluate potential impacts to MRCCA resources.

1. In what MRCCA district is the property located? View the [DNR's online district mapper](#) to identify your district. _____
2. Identify the Primary Conservation Areas (PCAs) on your property. View the [DNR's online PCA mapper through the link on the City's website](#) to identify these resources or ask City staff to assist you with the mapper. (check all that apply).
 - Shore impact zone
 - Areas within 50 feet of a wetland or natural drainage route
 - Bluff impact zone
 - Areas containing native plant communities
 - Significant existing vegetative stands
 - There are no PCAs on my property
3. If there are primary conservation areas, describe how the proposed conditional use would affect them. Does the use increase the amount of runoff, increase potential for soil erosion or require fill? If yes, please show the use on a site plan and describe the impact(s):

Note, if the conditional use is approved, a land alteration permit, building permit, or other city permits may be required.

4. Does the use require intensive clearing of native plant communities or significant existing vegetative stands? Intensive clearing is the removal of all or a majority of the trees or shrubs in a contiguous patch, strip, row, or block. Placing fill on vegetation is also intensive clearing. If yes, please show the use on a site plan and describe the impacts.

Note, if the use is approved, a vegetation permit may be required.

Submittal Requirements. Submit an aerial photo and/or a site plan showing:

- ✓ Property boundaries
- ✓ Location and label of existing PCAs identified under #2
- ✓ The location of the use

Note: Aerial photos from the DNR's online PCA mapper available on the City's website can be printed to show property boundaries and the location and label of PCAs. Hand drawings on aerial photos may be used to show the location of the use.

Conditional Use Review and Approval Process—Information for Applicants, staff, and the Planning Commission

Staff reports and other materials prepared for planning commission review will include the following:

Project impact analysis & discussion – for all conditional uses

1. The Planner will review the character and purpose of the applicable MRCCA district & evaluate how consistent the use is with the character and purpose of the district.
2. The Planner's analysis will determine if the proposed use will affect other MRCCA resources identified in the MRCCA Plan and will identify the resources and discuss how the use will affect them.
3. The Planner will determine if the proposed use is located within a public river corridor view identified by the community in the MRCCA plan or other scenic view and will discuss how the use will affect them.

Project impact analysis & discussion – for conditional use to exceed the height limits in the UM Districts

- A. The City will evaluate the visual impact of the proposed structure on public river corridor views, including views from other communities.
- B. The City's analysis will determine if the proposed structure meets the required bluff and OHWL setbacks. If not, require that it does as a condition of approval.
- C. The City will determine if the following techniques were used to minimize the perceived bulk of the proposed structure:
 1. Placing the long axis of the building perpendicular to the river;
 2. Stepping back portions of the facade;
 3. Lowering the roof pitch or use of a flat roof;
 4. Using building materials or mitigation techniques that will blend in with the natural surroundings such as green roofs, green walls, or other green and brown building materials;
 5. Narrowing the profile of upper floors of the building; or
 6. Increasing the setbacks of the building from the Mississippi River or blufflines;
- D. The City will identify if there are opportunities for the long-term preservation of view corridors identified in the MRCCA Plan

E. Identify if there opportunities to create or enhance public river corridor views.

Additional Written Findings by the Planning Commission that will be included in its recommendation to the City Council:

In addition to other findings required by the ordinance, the planning commission must be able to make the following findings in order to recommend that the City Council should approve the conditional use:

1. The extent, location and intensity of the use will be in substantial compliance with the MRCCA Plan (an element of the comprehensive plan);
2. The use is consistent with the character and management purpose of the MRCCA district in which it is located;
3. The use will not be detrimental to PCAs and PRCVs nor will it contribute to negative incremental impacts to PCAs and PRCVs when considered in the context of past, present and reasonable future actions; and
4. The use will not negatively impact (*insert other MRCCA plan-identified resources*).

Conditions of Approval

If the Planning Commission recommends that the City Council should approve the use but finds that the use will cause negative impacts, the commission must include conditions of approval in its recommendation to mitigate the impacts that are related to and proportional to the impacts. Mitigation options may include:

1. Restoration of vegetation identified as “vegetation restoration priorities” identified in the MRCCA plan.
2. Preservation of existing vegetation
3. Restoration of deep-rooted vegetation to stabilize unstable soils
4. Stormwater runoff management
5. Reducing impervious surface
6. Increasing structure setbacks
7. Wetland and drainage route restoration and/or preservation
8. Limiting the height of structures
9. Modifying structure design to limit visual impacts on PRCVs